

Sullivan County NH

Type of Meeting: Board of Commissioners – Public Business
Meeting Minutes
Date/Time: Tuesday, May 01, 2007; 3:25
Place: Newport – Remington Woodhull County
Complex, 14 Main Street, Newport NH; 1st
Floor Commissioners' Conference Room.

Attendees: Commissioner Ethel Jarvis - *Chair*, Bennie Nelson – *Vice Chair*, Jeffrey Barrette - *Clerk*; Ed Gil de Rubio – *County Manager*; Scott Wojtkiewicz – *S.C.H.C. Administrator*; Heidi Smith – *S.C.H.C. Director of Nursing*; Greg Chanis – *Facilities & Operations Director*; Sharon Johnson-Callum (minutes taker).

Others in attendance: Aaron Aldrich – *Eagle Times Reporter*; State-County Delegate Chair Peter Franklin; Joseph S. Haas – *Gilmanton citizen*.

3:25 Commissioner Ethel Jarvis, Chair, opened the meeting. The *Pledge of Allegiance* was recited by all.

AGENDA ITEM NO. 1 MEETING MINUTES

AGENDA ITEM NO. 1.A. APR. 16, 2007 MEETING MINUTES

3:26 A motion was made, by Commissioner Barrette, to accept the [April 16, 2007 meeting] minutes as presented. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

It was noted the minutes of April 18th and the 24th were not ready.

NON AGENDA ITEM – RESIGNATION OF ASSISTANT DIRECTOR OF NURSING

Ms. Smith, Director of Nursing, distributed copies of a letter from April Bartley, S.C.H.C. Assistant Director of Nursing, who submitted her resignation on April 25th. She noted they held a long conversation on why she was resigning, where she discussed her experience at S.C.H.C and working in the system. Ms. Smith was concerned about ramifications of her resigning in terms of the long-term ability to retain employees, particularly in management positions. Ms. Smith noted this report was not the resignation, which was very simple, but that Ms. Bartley agreed to write her reasons for leaving, and thought it important to share with the Board. She requested they review the letter and would take questions after. She asked if they wanted it read out loud. Commissioner Jarvis indicated no and the group paused a moment to read through the report. Mr. Chanis left the room to make copies for other that requested it in the room.

Commissioner Jarvis referred Ms. Smith to the 3rd paragraph in the letter, and wanted Ms. Smith to let Ms. Bartley know that Belknap County was in the news for over a year, and that other nursing facilities surveys are in local papers and that it is public knowledge. Commissioner Nelson confirmed he had seen others, and private ones, in the news, also. Ms. Smith noted Ms. Bartley was an exemplary nurse, with a fabulous performance, and would greatly be missed. Commissioner Jarvis noted they would accept her resignation with regret.

AGENDA ITEM NO. 2 FACILITIES & OPERATIONS

NEWPORT COMPLEX: BOILER BIDS

Mr. Greg Chanis spoke regarding a line item in the capital budget for replacing the boiler at the Newport complex. Mr. Chanis went out for bids, with the bids due back a week ago. Mr. Chanis distributed copies of his e-mail recapping the bids received. He noted four contractors attended the mandatory meeting, of which three submitted proposals. Proposals were received from:

- ARC Mechanical for \$41,011,
- Economy for \$35,526, and
- EJC Engineering for \$21,812.

Mr. Chanis noted he and the engineers were skeptical if EJC, the low bidder, was taking into consideration the full scope of service, and therefore requested additional information. EJC provided a summary of the firm profile and their client names. Mr. Chanis attempted to contact all references; and spoke to three reflected on the list. One reference cautioned them on using EJC Engineering as contract worker, as their expertise is in engineering. Mr. Chanis commented EJC would probably subcontract for that portion. Mr. Chanis noted it was difficult for him to recommend the low bid with the company having no contract history. He recommended they go with Economy, as they are familiar with the building. The Board of Commissioners and Mr. Gil de Rubio recommended Mr. Chanis take a few more days to gather more information on EJC and to meet with them to discuss the project.

NON AGENDA ITEM SCHC: NH SURVEY AND PLAN OF CORRECTION

Per request of the Board, Ms. Johnson-Callum left the room to make copies of the NH State surveyors report, with the plan of correction, for Commissioner Jarvis and the public. The group reviewed the report and plan of correction.

AGENDA ITEM NO. 3. COUNTY MANAGERS' REPORT

PANCAKE BREAKFAST UPDATE

Mr. Gil de Rubio noted historically the food for the pancake breakfast is donated and Mr. McPhall contacted him to advise the Board that Sysco was implementing a policy not to donate food to their customers. However, Mr. Gil de Rubio indicated Mr. McPhall was just advised the food would be donated this year.

APPOINTMENTS TO THE SULLIVAN COUNTY CRIMINAL JUSTICE COORDINATING COMMITTEE
Mr. Gil de Rubio noted Rep. Osgood and former Commissioner Don Clarke would like to stay on the committee. He reminded the Board, he formed the committee and then turned it over to the Board, but there were no formal rules or procedures. Mr. Gil de Rubio recommended they conduct a formal appointment. It was discussed that the SCCJCC should be considered an advisory committee only, to provide recommendations, with the Board having the final say as to all financial issues.

4:57 A motion was made, by Commissioner Barrette, to nominate Mr. [Donald] Clarke and Mr. [Joe] Osgood as committee members at large. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. Commissioner Nelson and Barrette voted yes. Commissioner Jarvis did not vote. The motion carried, with the majority.

Mr. Clarke noted the experience he and Mr. Osgood bring to the committee as previous committee members and with their work for the County; and reminded them he also attended the National Institute of Corrections conference, as a Commissioner.

AGENDA ITEM NO. 4. COMMISSIONERS' REPORT

Commissioner Jarvis noted she had nothing to report.

Commissioner Barrette noted he and the County Manager would be meeting, after this meeting, to discuss the documents requested at a previous Delegation meeting. Commissioner Jarvis noted she would be staying to participate and Commissioner Nelson would also.

Commissioner Nelson commented that specific personnel issues discussed in a previous Executive Session, held April 24th, were out on the streets already. Ms. Smith concurred the issue had come back into the nursing home and created more tension, as well as lower morale.

AGENDA ITEM NO. 5 PUBLIC PARTICIPATION

AGENDA ITEM NO. 5.A. JOSEPH HAAS SPEAKING ON RSA 123:1

Mr. Joseph S. Haas provided a copy of a document to the Board. He noted he lives in Gilmanton Iron Works and used to come to this County to do petitions. After a meandering prologue regarding un-filed papers at the State and Federal level, the Ed Brown of Plainfield issue of Federal taxation, and no law on file; Mr. Haas stated his purpose was to have the Board encourage the Governor to assert Article 41 and 51 powers and for him to enforce mandates. He provided the Board with a sample letter he would like them to send to the Governor, and noted he'd be contacting Sheriff Michael Prozzo. Commissioner Jarvis noted she would not be getting involved in an individual case, Commissioner Barrette noted he was not prepared to do anything as he would not

take stance on something he does not fully understand, and Commissioner Nelson noted, though he was a little aware of the western land situation, he feels this is not their issue.

4:17 Mr. Haas left the room.

AGENDA ITEM NO. 5.B. ANY OTHER PUBLIC PARTICIPATION

Representative Peter Franklin referred the group to the "Upcoming events" section on the agenda, where there were two bulleted events to occur: May 7th and 8th "*The Meadows Inc: Priority Deposit Focus Group Forums*". He asked what the cost to hold the events was. Mr. Gil de Rubio noted the project, brochures and mailing, were already in process and would be approximately \$4,500. Mr. Franklin commented, "*If there is a freeze for holding county expenses, this is the kind of expense that should be temporarily halted until we know how we stand*". Commissioner Barrette noted the majority of money had been spent as the mailing was done and the dates set. Mr. Gil de Rubio noted Michael Pulling would be conducting the forums. Mr. Franklin interjected, "*If the County is serious, we need to cut expenses back, and this is not a necessity.*" Commissioner Barrette indicated he understood, that the majority of funds were spent at this point; and the cost of stopping the forums would be greater than if they continued.

**5:22 p.m. Commissioner Barrette made a motion to adjourn the meeting.
Commissioner Nelson seconded the motion. There was no discussion.
A voice vote was taken. The motion carried, unanimously.**

Respectfully submitted,



Jeffrey Barrette, Clerk
Board of Commissioners

JB/s.j-c.

Date minutes signed: 5/25/07